



DEPARTMENT OF THE AIR FORCE
AIR FORCE MATERIEL COMMAND
WRIGHT-PATTERSON AIR FORCE BASE OHIO

27 OCT 2000

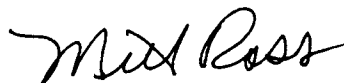
MEMORANDUM FOR SEE DISTRIBUTION

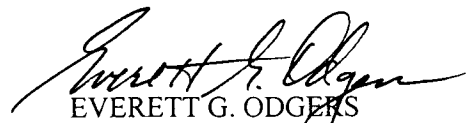
FROM: HQ AFMC/PK
4375 Chidlaw Road, Room S208
Wright-Patterson AFB OH 45433-5006

HQ AFMC/FM
4375 Chidlaw Road, Room N201
Wright-Patterson AFB OH 45433-5006

SUBJECT: Establishing Responsible Contract Reconciliation Agents (RCRAs) in Field Units--
Mechanization of Contract Administration Services (MOCAS)
Contract Closeout and Reconciliation (SUSP: 1 Dec 00)--DRID #53 Memo - 004

1. The Air Force has approximately 45,000 contracts in MOCAS to either close out or reconcile for transition to the Defense Procurement Payment System (DPPS) by the system changeover date, 1 Oct 02. Reconciliation activity on this vast number of contracts is a huge job and Defense Finance and Accounting Service (DFAS) cannot possibly support all of the services all at once during the next 24 months. One smart approach that will maximize our closeout and reconciliation activity is to establish RCRAs at the field units.
2. Establishing certified RCRAs at the program/product office level will be a powerful approach allowing for faster adjustments to the entitlement and accounting records. A certified RCRA can make adjustments directly to the accounting and entitlement records by using the Standard Contract Reconciliation Tool (SCRT)--a software program developed by DFAS that provides the means for making the adjustments. DFAS working these adjustments could take up to 6 months or more. Based on the RCRA mission and qualifications, Financial Management (FM) personnel are the most appropriate candidates for this work effort. FM personnel have the financial training, reconciliation experience and skills, fiscal law knowledge, and can effectively organize the reconciliation work efforts. The RCRA Guide is located at <https://www.afmc-mil.wpafb.af.mil/HQ-AFMC/PK/pkp/pkpa/mocas/rcra.doc>. The SCRT Guide is located at <https://www.afmc-mil.wpafb.af.mil/HQ-AFMC/PK/pkp/pkpa/mocas/useguide.doc>.
3. To successfully accomplish reconciliation demands over the next 24 months, we strongly recommend your centers identify potential RCRAs either centrally or in the program/product offices and arrange for RCRA and SCRT training for these individuals NLT 1 Dec 00. The number and complexity of contracts at your center will determine the number of certified RCRAs.
4. The following focal points have been identified to assist you:
Mr. Pete Hirshman, HQ DFAS (RCRA information/training), DSN 327-0146, pete.hirshman@dfas.mil
Mr. Tom Powers, HQ DFAS (SCRT information), DSN 327-0941, tom.powers@dfas.mil
Mr. Jim Reinhart, DFAS-Denver (SCRT training), DSN 926-6877, jim.reinhart@dfas.mil
Mr. Ed Bailey, HQ AFMC/FMFA, DSN 787-4921, edward.bailey@wpafb.af.mil
Mr. Tony Armes, HQ AFMC/PKPC, DSN 986-0447, tony.ames@wpafb.af.mil
Ms. Sylvia Youngman, HQ AFMC/PKPA, DSN 787-4852, sylvia.youngman@wpafb.af.mil.


MILTON C. ROSS, SES
Deputy Director of Contracting


EVERETT G. ODGERS
Major General, USAF
Director, Financial Management &
Comptroller

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